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Virginia Department of Motor Vehicles

Post Office Box 27412

Richmond, Virginia 23269-0001

FUELS TAX PAYMENT FORM

FT 474 (05/11/05)

Cash, Checks, Money Orders and
Automated Clearing House (ACH) Debit or Credit

Purpose: Use this form to submit all Fuels Tax Payments.

Instructions: Read the information, and complete the applicable information below and send to DMV, Tax Services, Post Office Box 27422, Richmond, Virginia 23269.

IMPORTANT INFORMATION

Cash, Checks, Money Orders

This form and your return(s), schedule(s) and payment(s) must be:

- postmarked by the 15th day of the second month after the return month, or
- received at DMV by the 20th day of the second month after the return month.

ACH Credit and ACH Debit Payments Only:

- Complete the appropriate information. Enter the date your payment can be deposited into DMV's account. This date must be at least two business days prior to your Return Due Date.
- Fax the completed form to DMV at (804) 367-0233 by the 20th day of the second month after the return month.

Exception:

The May payment form, return(s), schedule(s) and payment(s) must be:

- postmarked by the 25th day of June, or
- received by DMV by the last business day in June.

COMPANY INFORMATION

COMPANY NAME		VIRGINIA FUELS TAX LICENSE NUMBER (FEIN)	
MAILING ADDRESS			
CITY		STATE	ZIP CODE
TELEPHONE NUMBER ()	FAX NUMBER ()	EMAIL ADDRESS	
CONTACT PERSON'S NAME			

PAYMENT INFORMATION

PURPOSE	PAYMENT AMOUNTS	
RETURN MONTH AND YEAR for PAYMENT Month _____ Year _____	Total Amount Due	\$
PAYMENT TYPE (check one) <input type="checkbox"/> Cash <input type="checkbox"/> Check <input type="checkbox"/> ACH Credit <input type="checkbox"/> ACH Debit	Less Outstanding Credit (if applicable)	\$
DATE ACH FUNDS MAY BE DEPOSITED (2 business days required)	Amount Remitted	\$